

**PUBLIC INFORMATION PROGRAM COORDINATOR
OFFICE OF THE MAYOR**

SALARY RANGE: \$24.10 - \$32.29 per hour

CLOSING DATE: October 6, 2015

Are you a versatile, flexible communicator with a passion for helping people find their voice in city government? Do you like working with high-school age youth and inspiring them to become our next great civic leaders? Then you might consider joining our team at the City of Beaverton.

The city has created a new position in the Public Involvement and Communications Division. This role is intended to focus on internal communications at the city and be our staffer assigned to working with the Mayor's Youth Advisory Board.

Why do we need an internal communications staffer? Because we need your help putting the pieces together. With more than 530 city employees running the gamut of police service, libraries, city planning, road work, transportation, and many more, we need help keeping dialogue open and free flowing within our organization.

The ideal candidate for this position will have a strong background in communications. They will understand how to tell a story in multiple media. They will be good at both web based communication as well as print publications. They'll know how to craft a communications strategy to reach the intended audience.

In addition, the position will be assigned to lead special projects within the Mayor's Office. Assignments could include developing an external public engagement strategy for city initiatives. People with a strong passion for public involvement, a proven track record in communications, and a belief in the value of public service are encouraged to apply. The position does come with night and weekend work, so flexibility is a must!

If this describes you to a T and you want to join our team, go on to our website at www.BeavertonOregon.gov and fill out our application. Send us a resume too!

Minorities and veterans are encouraged to apply.

